

Verification of an Account for Services and Supplies to a Public Entity

STATE OF _____
COUNTY OF _____

PERSONALLY appeared before me, the undersigned authority in and for said county and state, _____

(Name of Affiant), appearing as the **(e.g., Chief Financial Officer)**

_____ for
_____ **(Name of Creditor)**,
who, having been being first duty sworn by the undersigned Notary Public, deposes and says:

1. _____ **(Name of Creditor)**
is a corporation organized and existing under the laws of the state of _____,
with its principal office located at _____

_____ **(street address, city, county, state, zip code)**.

2. The foregoing account is a true, correct and complete statement of the account of
_____ **(Name of Creditor)** for
those supplies delivered and services rendered to _____
_____ **(Name of Public Entity)** by
_____ **(Name of Creditor)** as of the
date indicated in the account.

3. The charges entered in the account for the supplies and services are legal and just
and are the usual charges for such items in _____
_____ **(Name of City, County and State)**.

4. Neither the account nor any part of the account has been paid by
_____ **(Name of Public Entity)**, despite timely demands made for such payment by
_____ **(Name of Creditor)**.
The whole amount of the account is now due and unpaid.

5. The undersigned affiant is **(e.g., Chief Financial Officer)**
_____ of
_____ **(Name of Creditor)**
in whose name the account is rendered. The undersigned is familiar with all the items set
forth in the foregoing account and the charges made for the same.

6. In all matters, this is a true and correct account of the indebtedness of

(Name of Public Entity) to _____
(Name of Creditor).

(Name of Creditor)

By: _____
(Printed Name of Affiant)

(Name of Office in Corporation)

(Signature of Affiant)

SWORN to and subscribed before me, this the _____ day of
_____, 20_____.

My Commission Expires:

NOTARY PUBLIC